

**Personal Responsibility Education Program (Tribal PREP)**  
Lessons Learned & Promising Practices Template  
Spring 2020

Tribal PREP grantees take on the exclusive challenge of conducting rigorous evaluations of innovative and culturally appropriate approaches, and put in an intense amount of work, commitment, and tenacity to make their projects successful. FYSB recognizes that your expertise, experiences, and the barriers and challenges you face in your journey are unique and specific to your innovative projects. The promising practices, strategies, and solutions that you identified are vital information that can help guide the way for the Tribal PREP program and the broader fields of adolescent pregnancy prevention and youth programming. The purpose of this template is to capture lessons learned and promising practices across all of the Tribal PREP programs.

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## Personal Responsibility Education Program (Tribal PREP)

### Lessons Learned & Best Practices Template

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#### Reflection Exercise

*Instructions: Before you complete the template on the following page, please reflect on the promising practices, challenges, and lessons learned from your Tribal PREP experience. Below we have provided potential topic areas for you to consider in documenting your lessons learned and promising practices. We encourage you to share experiences related to any part of the Tribal PREP project. You should document other topics that are not listed below and include your staff, partners, and stakeholders in the development of your responses for the reflection exercise.*

#### Possible Topic Areas

##### **Context**

Setting  
Population  
Geographic Area  
Unexpected Events/Natural Disasters  
Politics  
Culture  
Community Buy-in

##### **Evaluation**

Recruitment  
Enrollment & Screening Process  
Rigorous Evaluation Standards  
Data Collection  
Evaluation Design  
Instruments & Measures  
Tracking and Retention  
Parental Consent  
IRB

##### **Project Management**

Staff Recruitment, Hiring, & Retention  
Financial Management  
Policies and Procedures  
Management & Oversight of  
Implementation Sites

##### **Partnerships**

Partnership Recruitment & Onboarding  
Partnership Buy-in & Relationships  
Partnership Clearance Processes  
Tribal Leadership  
Turnover at Partnership Sites

##### **Curricula**

Curricula Development & Adaptations  
Curriculum Pilot  
Medical Accuracy  
Adulthood Preparation Subjects

##### **Implementation**

Facilitator Training  
Fidelity Monitoring  
Attendance and Dosage  
Participant Engagement  
Participant Experience  
Logistics  
Transportation

##### **Technology**

Social Media  
Survey Program  
Computer Equipment

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**Name of Grantee:**

**Name of Project:**

**Target Setting(s):**

**Target Population(s):**

**Target Geographic Area(s):**

**Name of Point of Contact for Follow-Up Discussion:**

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**Overall Reflections**

*Instructions: Please answer the questions below to share promising practices and your overall reflections and lessons learned.*

**1. During this Tribal PREP project, we implemented culturally and linguistically appropriate programming by...**

Check all that apply

- Replicating an evidence-based program (s)**
- Substantially incorporating elements of effective programs that research has shown to be effective for teens**
- Substantially incorporating elements or practices that have been demonstrated to be effective with AI/AN tribal communities.**

**1b. We implemented culturally and linguistically appropriate strategies that can be used as promising practices, such as...**

**2. Before starting the needs assessment and planning phase of the Tribal PREP project, I wish I had known...** (Please describe what you wish you had known prior to starting the Tribal PREP project. These are things that may have changed the course of the project, and would have saved energy, time, and resources if you had known before.)

**2b. The most important lesson I learned from the needs assessment and planning phase is ...** (Please describe 1-2 of the most important lessons you have learned since beginning the project that you think would be valuable to share with the field.)

**3. Before starting the implementation phase of the Tribal PREP project, I wish I had known...** (Please describe what you wish you had known prior to starting the Tribal PREP project. These are things that may have changed the course of the project, and would have saved energy, time, and resources if you had known before.)

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**3b. The most important lesson I learned from the implementation phase is ...** (Please describe 1-2 of the most important lessons you have learned since beginning the project that you think would be valuable to share with the field.)

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**Lessons Learned**

*Instructions: Please complete the following table for each barrier and challenge that you encountered during your Tribal PREP experience. The definitions of the categories in the tables are provided to help guide your answers.*

**Barrier/Challenge #1:**

|  |  |
|--|--|
| Description of Barrier/Challenge                       |  |
| Strategies Implemented                                 |  |
| Strategy/Combination of Strategies that were Effective |  |
| Lesson(s) Learned                                      |  |
| Recommendation(s) for the Field                        |  |

***Definitions of Categories to Report***

Barrier/Challenge: Describe the barrier or challenge you experienced, including when during the course of the project you experienced it, how you found out about it, and additional contextual information to describe the specific situation.

Strategies Implemented: Describe all of the strategies you took to resolve the challenge, including the time and resources it took to implement the strategies. Be sure to distinguish between strategies that were implemented *alone* vs. *combinations* of strategies that were implemented together.

Strategy/Combination of Strategies that were Effective: Describe in detail what worked, the resources it took to make it work, and your thoughts about why it worked.

Lesson Learned: Looking back what is the lesson you learned from encountering this barrier/challenge.

Recommendation for the Field: What recommendations would you provide for others conducting similar projects or facing similar challenges